



# COUNTY OF PLACER CIVIL SERVICE COMMISSION

**Monday – December 8, 2014**

## **MINUTES**

**3:30 PM Closed Session**

**4:30 PM Open Session**

### **CIVIL SERVICE COMMISSION**

JOHN COSTA

RON LE DOUX

DON NELSON, **Chair**

ANDRAE RANDOLPH

RICK WARD, **Vice Chair**

Lori Walsh, Personnel Director  
Kellie Craig, Executive Secretary

**Child Support Services  
1000 Sunset Blvd., Suite 200  
Rocklin, CA 95765  
916-660-4700**

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**3:30 PM**

### **ROLL CALL**

Meeting was held at Child Support Services  
1000 Sunset Blvd., Suite 200  
Rocklin, CA 95765  
Chair Nelson presiding.  
All Commissioners present.

### **CLOSED SESSION – PURSUANT TO GOVERNMENT CODE**

#### **I. PUBLIC EMPLOYEE PERFORMANCE EVALUATIONS**

- A. Closed Session - Evaluation of performance of various Placer County employees pursuant to Government Code Section 54957.1 and pursuant to Placer County Chapter 3, Code Section 3.04.650.
- B. Closed Session – Existing Litigation. Conference with Legal Counsel pursuant to Government Code Section 54956.9.

Name of Case: County of Placer v. Placer County Civil Service Commission, Karin Bjork, Real Party in Interest. Placer County Superior Court No. SVC0035144.

**4:30 PM**

### **OPEN SESSION**

#### **FLAG SALUTE**

Led by Commissioner Ward

**I. REPORT OF ACTION TAKEN IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957.1.**

**Chair Nelson** announced that the Commission had met in closed session to discuss personnel matters pursuant to authority granted by Government Code Section: 54957.1 Public Employee Performance Evaluations.

**II. AGENDA APPROVAL**

It was moved by **LeDoux** and seconded by **Costa** to approve the agenda. Motion Carried Unanimously.

**III. MINUTES OF PREVIOUS MEETING – November 10, 2014**

Chair Nelson asked that the minutes be pulled to make an addition to New Business - Item VI. B. and bring them back at the January 12, 2015 meeting.

**IV. PUBLIC COMMENT – None**

**V. OLD BUSINESS - None**

**VI. NEW BUSINESS**

- A. Approval of merit increases for classified employees pursuant to Section 3.04.650 (progression in steps) of the Placer County Code.

It was moved by **Costa** and seconded by **Ward** to approve merit increases for classified employees.

**Motion Carried Unanimously.**

- B. Request for approval of Work out of Class Pay pursuant to Placer County Code Section 3.08.510(C.)(5.)(c.) for employee(s) assigned to the department(s) of Auditor, Health and Human Services and Personnel.

It was moved by **LeDoux** and seconded by **Costa** to approve the Work out of Class Pay pursuant to Placer County Code Section 3.08.510 (C.)(5.) (c.) for employee(s) assigned to the department(s) of Auditor, Health and Human Services and Personnel.

Motion Carried Unanimously.

- C. Election of Officers

It was moved by **Randolph** and seconded by **LeDoux** that Commissioner Don Nelson serves as Chair for 2015.

It was further moved by **Randolph** with a second by **LeDoux** that Commissioner Rick Ward serve as Vice-Chair for 2015.

Motions carried unanimously.

**VII. COMMUNICATIONS - Reports to the Commission are informational items only. (No action will be taken)**

- A. Provisional appointment - None

- B. Report of leaves of absence

- C. Staff reports and correspondence

1. Work Out of Class Report – December 28, 2013 through June 27, 2014 updated provided by Monique Morgan.
2. Report on CalPELRA Conference by Lori Walsh.
3. Lori Walsh would like to bring to CSC perhaps in January an update on a major upgrade to the County's payroll/benefit software application. This upgrade will also include a new automated performance evaluation software application.

D. Commissioner comments

1. Commissioner Nelson, Commissioner Ward and Director Lori Walsh reported that they are meeting with department heads to better understand the operations of the departments and learn what the departments need from Personnel.
2. Prior to today's CSC meeting, Chair Nelson, Vice Chair Ward and Personnel Director Lori Walsh met with the Chief Probation Officer and Assistant Chief in the Probation Department.

**ADJOURNMENT @ 5:03 PM**

There being nothing further to come before the Commission, it was moved by **LeDoux** and seconded by **Costa** to adjourn the meeting.  
Motion Carried Unanimously.

The next regular meeting will be on **Monday – January 12, 2015 –** Placer County Personnel Training Room) @ 145 Fulweiler Avenue, Suite 200, Auburn, CA 95603 with Closed Session commencing @ 4:00 PM.

PLACER COUNTY CIVIL SERVICE COMMISSION

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DON NELSON  
CHAIR

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KELLIE CRAIG  
EXECUTIVE SECRETARY